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**COMMUNITY SERVICES COMMISSION**

Susan Gomez, Chair  
Toni Blackstock  
Michelle Thiebaud  
Alexander McNulty

Matt Guettler, Vice Chair  
Barbara Cardillo  
Nikhita Iyar

**TOWN OF LOS GATOS  
COMMUNITY SERVICES COMMISSION  
PUBLIC HEARING MEETING**

**THURSDAY, MARCH 25, 2010, 5:00 P.M.**

**Los Gatos Adult Recreation Center  
208 East Main Street  
Los Gatos, California**

**PARTICIPATION IN THE PUBLIC PROCESS**

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item NOT on the agenda, you may do so during the "Verbal Communications" period. The time allocated to speakers may change to better facilitate the Community Services Commission meeting.

The purpose of the Community Services Commission meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Community Services Commission meetings include, but is not limited to:

- Addressing the Community Services Commission without first being recognized;
- Interrupting speakers, Community Services Commission members, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repetitiously addressing the same subject.

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Community Services Commission meetings and treat everyone with respect and dignity.

Writings related to an item on Community Services meeting agenda distributed to members of the Commission within 72 hours of the meeting are available for public review at the front desk of the Los Gatos Public Library, located at 110 E. Main Street and are also published on the on the official Town of Los Gatos website. Copies of desk items distributed to members of the Commission at the meeting are available for review in the Adult Recreation at front desk.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (408) 354-6888. Notification 48 Hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting. [28 CFR 35, 102-35.104]**

COMMUNITY SERVICES COMMISSION  
MARCH 25, 2010 AGENDA

**1. ROLL CALL**

**2. MINUTES**

Approval of February 11, 2010 Minutes

(Attachment 1)

**3. COMMUNICATIONS**

(Three minute time limit per speaker for subjects not on agenda.)

3.1 Verbal

3.2 Written

**4. STAFF REPORTS**

4.1 Consider the allocation of Community Grant funds for FY 2010-11, including: (Attachment 2)

- Open and hold public hearing;
- Close the public hearing;
- Adopt a recommendation to the Town Council that it adopt a resolution allocating Community Development Block Grant funds for fiscal year 2010-11 as shown in Exhibit A.

4.2 General Plan Update

(Attachment 3)

**5. ADJOURNMENT**

**ATTACHMENTS:**

1. February 11, 2010 Minutes
2. Report Regarding Allocation of CDBG Grant
3. Report Regarding General Plan Update

**ATTENDANCE:** Please contact the Commission Chair or the Community Services Department at (408) 354-6888 if you are unable to attend. The current Town Attendance Resolution states that any commissioner who is absent from four regular meetings held in a twelve month period, shall surrender his or her office on the Commission.




# MEMORANDUM

## Community Services Department

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**To:** Community Services Commission

**From:** Regina A. Falkner, Community Services Director 

**Subject:** FY 2010/11 Community Development Block Grant Allocation Recommendations

**Date:** March 16, 2010

### RECOMMENDATION

Consider the allocation of Community Development Block Grant funds for FY 2010/11, including:

1. Open and hold a public hearing;
2. Close the public hearing;
3. Adopt a recommendation to the Town Council that it adopt a resolution allocating Community Development Block Grant funds for FY 2010/11 as shown in Exhibit A.

### BACKGROUND

The Community Grant program provides grants to non-profit agencies through General Fund, Community Development Block Grant (CDBG), and other funding sources. Human services and CDBG capital project applications are reviewed by the Community Services Commission for recommendation to the Town Council; the Arts and Culture Commission reviews arts, cultural, and educational service agency applications.

Beginning in FY 2009/10, the Community Grant program has provided grants on a two-year cycle. Once every two years, agencies apply for funding, their requests are reviewed by the Community Services and Arts and Culture Commissions, and final funding decisions are made by the Town Council. Each agency signs a two-year funding agreement that states that the agency will receive the same funding amount for both years, except in the event that there is a reduction in funds available to the Community Grant program.

FY 2010/11 will be the second year of the two-year grant cycle, and the funds available to the Community Grant program have not been reduced. Therefore, the Commission will not be reviewing applications at this time. However, the federal CDBG program does have two requirements that must be fulfilled: one, that a public hearing is held; and two, that a resolution is adopted. It is the Commission's function both to hold the public hearing and to adopt a

recommendation to the Town Council that it adopt a resolution allocating CDBG funds for FY 2010/11.

## **DISCUSSION**

### ***Funding Recommendations***

Funding amounts for the CDBG program are set by the federal program. For FY 2010/11, the total amount available will be \$134,402, a decrease of only \$9 from FY 2009/10. However, the cap on the amount that may be granted to public service agencies has been set at \$26,500, a reduction of \$550. Therefore, staff recommends that funding for all four of the public service agencies remain at their FY 2009/10 levels, but that San Jose State University Foundation, the one agency that receives both CDBG and General Fund monies, receive its entire grant from the General Fund. This will allow all four agencies to remain whole, while allowing some room under the cap for future years, when it will most likely be reduced even further. This action is in keeping with the Working Groups (see below) recommendation to eliminate grants under \$5,000. In order to offset this impact on the General Fund, the grant to Teen and Family Counseling Center will be reduced by the same amount (\$2,410). Teen and Family Counseling Center is on a performance-based contract, and has demonstrated with prior performance that the resulting grant amount will be a more reasonable amount based on anticipated services.

Staff further recommends that the allocations for general administration of the program (\$15,000), and for the services that the County provides to the Town's Housing Conservation Program (\$13,000) remain at status quo. Please see the discussion below on potential adjustments to these allocations in the future.

Finally, staff recommends that the remainder of the funding (\$81,762) be allocated to an Americans with Disabilities Act (ADA) compliance project in Pageant Park, a 1.75 acre park located behind the Civic Center. This project will relocate the existing HVAC equipment which is adjacent to Pageant Park and construct site improvements to enhance pedestrian and ADA access from the new Library to Pageant Park and the Civic Center. The total cost of the project is estimated at \$990,000.

### ***Program Administration***

During the last year, Santa Clara County has made an extensive review of several of its programs, with the goal of reducing its General Fund subsidy of federally-funded programs such as the CDBG program. The County has the lead role in our CDBG joint powers agreement, under which the smaller jurisdictions join together in an "Urban County" to receive funds. The initial review has resulted in the following three specific outcomes:

1. County staff review and reduction in overhead costs
2. Establishment of a Working Group
3. A consultant report listing opportunities for efficiency

The Town supports the efforts of the County to make its operations more efficient. However, there has been some indication that as part of these efforts the County may attempt to retain the \$15,000 annual allocation provided to the Town and each of the other participants in the Urban County for general administration of their CDBG programs. This action would impact the Town's ability to administer its program. Staff will be closely monitoring the issue.

## **EXHIBITS**

- A. Town of Los Gatos Community Development Block Grant Program FY 2010/11
- B. Project Description

## **DISTRIBUTION**

Todd Capurso, Parks and Public Works Director  
Catholic Charities/Long Term Care Ombudsman  
Live Oak Adult Day Services  
San Jose State University Foundation/The Health Place  
Santa Clara County Office of Affordable Housing  
Second Harvest Food Bank

Town of Los Gatos  
Community Development Block Grant Program  
FY 2010/11

	2008/09	2009/10	2010/11
	Allocation	Allocation	Staff Recommend.
<b>Category I: Public Service</b>			
Catholic Charities/Long Term Care Ombudsman	\$ 7,680	\$ 7,370	\$ 7,370
Live Oak Adult Day Services	\$ 12,990	\$ 12,470	\$ 12,470
Second Harvest Food Bank	\$ 3,800	\$ 4,800	\$ 4,800
SJSU Foundation/Health Place	\$ 8,260	\$ 2,410	\$ -
<b>Category I Subtotal</b>	<b>\$ 32,730</b>	<b>\$ 27,050</b>	<b>\$ 24,640</b>
Category I Cap	\$	\$	\$ 26,500
<b>Category II: Housing &amp; Other</b>			
ADA Path - Pageant Park	\$ -	\$ 79,361	\$ 81,762
Installation of Curb Cuts for ADA Compliance	\$ 65,484	\$ -	\$ -
Urban County Rehab Services	\$ 20,000	\$ 13,000	\$ 13,000
<b>Category II Subtotal</b>	<b>\$ 85,484</b>	<b>\$ 92,361</b>	<b>\$ 94,762</b>
<b>Administration</b>			
General Administration	\$ 15,000	\$ 15,000	\$ 15,000
<b>Administration Subtotal</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
Administration Cap	\$ 15,000	\$ 15,000	\$ 15,000
<b>TOTAL ALLOCATIONS</b>	<b>133,214</b>	<b>134,411</b>	<b>134,402</b>
Total Cap	\$ 133,214	\$ 134,411	\$ 134,402

DRAFT

# **PARKS PROGRAM** **Park Improvement Projects**

<b>Project Name</b>	Pageant Grounds Access Improvement Design	<b>Project Number</b>	831-1201
<b>Department</b>	Parks & Public Works	<b>Project Manager</b>	Town Engineer: Kevin Rohani
<b>Description</b>	This project will relocate the existing HVAC equipment which is adjacent to Pageant Park and construct site improvements to enhance pedestrian access from the new library to Pageant Park and Civic Center building.		
<b>Location</b>	Pageant Park is a 1.75 acre park located behind the Civic Center building at the end of Villa Avenue.		
<b>Project Background</b>	<p>This project will be completed in three phases. Phase 1 of will relocate the existing HVAC cooling tower and its associated electrical and mechanical components from the Pageant Park location to an area behind the Civic Center building. The stand by generator will also be replaced as part of this project. Phase 2 will consist of some site improvement work to improve access from the new library to Pageant Park and create an enhanced and code compliant pedestrian access to the park.</p> <p>Phase 3 will involve the construction of a pedestrian foot bridge from the upper deck of the Civic Center building to Pageant Park. This project will be completed in conjunction with the library building construction in order to minimize construction impacts to neighborhood residents.</p> <p>At this time, only funding for design of Phase 1 has been identified. Any work on future phases will be dependent on the availability of future funding.</p> <p>This project will be funded through a transfer of RDA funds.</p>		
<b>Operating Budget Impacts</b>	Engineering staff time for design and oversight of this project is addressed in the FY 2010/11 operating budget.		



# MEMORANDUM

## COMMUNITY DEVELOPMENT DEPARTMENT

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**To:** Community Services Commission

**From:** Wendie Rooney, Director of Community Development

**Subject:** Review of Draft 2020 General Plan Goals, Policies, and Actions Relevant to the Community Services Commission

**Date:** March 17, 2010

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### **SUMMARY AND BACKGROUND:**

Over the past 15 months, the Town has been preparing a focused update to the 2000 General Plan. The public review Draft General Plan and Draft Environmental Impact Report (DEIR) were released on March 10, 2010. During March, April, and May, staff will be soliciting input from the Town's commissions and committees that have purview over General Plan programs, goals, policies, and actions. The General Plan Update Advisory Committee (GPAC), the Council-appointed body overseeing the General Plan update, will review this input and ultimately forward it to the Town Council for its consideration during the review and adoption of the 2020 General Plan, which is scheduled to occur in August.

This report outlines the relevant community housing and human service needs General Plan goals, policies, and actions (Attachment 1). For background purposes, the report also includes the Town Council's direction on the General Plan update, summarizes state requirements and guidance for General Plans (Attachment 2), and includes FAQ's and background information on the Draft General Plan (Attachment 3).

### **ANALYSIS:**

**General Plan Update Scope:** The Town completed a comprehensive update to its General Plan in 2000. While General Plans are typically updated every 15 to 20 years, in March 2007 the Town Council directed staff to prepare a work plan to update various sections of the General Plan. While the Town Council felt that the overall General Plan was serving the community well, an update was desired to consider new issues that had arisen since the Plan's adoption in 2000. The Town Council noted that the update would provide an opportunity to refine existing policies that may not be serving the community as intended or lack clarity, revise information that is no longer current, and remove implementation measures or action items that were completed. In addition to the aforementioned revisions, the Town Council directed the update to include new and/or a refinement of the existing goals, policies, and action items related to the following topics:

- Recreation, Parks and Open Space
- Environment and Sustainability
- Youth Needs
- Senior Needs



The Town Council appointed the GPAC to oversee the update. The GPAC reviewed and made modifications to the existing General Plan goals, policies, and action items and reviewed and endorsed new goals and policies related to the four focus areas during the summer of 2009. The Draft General Plan incorporates the GPAC's recommendations.

**State Requirements for General Plans:** California state law requires each city and county adopt a General Plan “for the physical development of the county or city, and any land outside its boundaries which bears relation to its planning.” The General Plan expresses the community’s development goals and embodies public policy relative to the distribution of future land uses, both public and private. The State Office of Planning and Research has prepared *General Plan Guidelines* that serve as a valuable reference for communities that are preparing General Plans. These guidelines are included in Attachment 2 to assist the Community Services Commission as it reviews the draft goals, policies, and actions that are related to its charge, which is advising the Town Council on issues concerning the housing and human service needs of residents of all ages.

**General Plan Organization:** Each element or chapter of the Draft 2020 General Plan contains background information, guiding principles, and a series of goals, policies, and actions. Goals, policies, and actions are defined as follows:

- **Goals:** A goal is a description of the general desired result that the Town seeks to create through the implementation of its General Plan.
- **Policies:** A policy is a specific statement that guides decision-making as the Town works toward achieving a goal.
- **Actions:** An action is a program, implementation measure, procedure, or technique intended to help achieve a specified goal.

These goals, policies, and actions provide guidance to the Town on how to direct change and manage its resources over the next 10 years. As many of these are long term in nature, not all may be fully realized during the planning period due to fiscal constraints.

**Community Services Related Goals, Policies, and Action Items:** Attachment 1 contains the relevant Community Services Commission General Plan goals, policies, and actions from the Human Services, Housing and Vasona Light Rail, and Highway 85 Elements. The relevant sections of the Human Services Element or Chapter that are included in this report are: Youth Services, Senior Services, Schools, and Public Health. According to the General Plan, the purpose and intent of the Human Services Element or Chapter is as follows:

Major land use and development decisions have important physical, economic, social, and environmental implications that must be considered by public officials during any planning process. A Human Services Element in the General Plan provides a venue for bringing human concerns into the physical planning process. Human Services are those services in the community, both public and private, designed especially to meet the social, health, safety, communication, education and artistic needs of people. This element expands upon the

Town's role and responsibilities pertaining to the broad areas of human services and assessing needs for available resources. Through an effective Human Services Element, the Town will be better able to assist individuals and families in achieving and maintaining high levels of social well-being, leading to a more positive and satisfied community.

The Town should be involved in resolving human needs, but may not necessarily be responsible for directly delivering all services. The Town recognizes the value of public and private agencies working together to effectively deliver services and also recognizes the benefits of long-range planning. For services not directly provided by the Town, the Town may assume any of the following four roles to assist in developing more effective delivery of Human Services in Los Gatos: resource coordinator; educator and advocate; facilitator; and evaluator.

The Human Services Element is divided into the following sections:

- Youth Services
- Senior Services
- Schools
- Public Health
- Libraries
- Fire Protection
- Wastewater
- Water Service
- Police Service
- Town Arts
- Stormwater
- Solid Waste and Recycling

However, the focus of the Community Services Commission review will be on the first four topics, Youth and Senior Services, Schools, and Public Health. The report will also summarize the various affordable housing related goals, policies, and action from the Vasona Light Rail and Highway 85 Element and the Housing Element. Please note that the Town Council directed the General Plan Committee (GPC) to provide oversight of the Housing Element preparation. Therefore any input from the Community Services Commission on this one element will be forwarded to the GPC and the Town Council rather than the GPAC.

The Housing Element is one of seven required elements that every local General Plan must include. The Housing Element assesses housing needs for all income groups, and outlines a program to meet these housing needs. The goals of the Housing Element are:

- To increase the housing supply and the mix of housing types in an equitable manner.
- To promote infill development and socioeconomic equity and protect environmental resources.
- To promote an improved intraregional relationship between jobs and housing.

Unlike other General Plan Elements, the Housing Element is subject to detailed statutory requirements regarding its content and is subject to mandatory review by the State of California Department of Housing and Community Development (HCD). The Housing Element must also be updated every five years, unlike other General Plan Elements, which are typically updated every 10 to 20 years. In compliance with state law, this Housing Element contains the following information:

- **Scope and Content:** A description of the scope of the Housing Element and its content and update requirements.
- **Public Participation Efforts:** A description of the efforts to include all segments of the community in the Housing Element Update process.
- **General Plan Consistency:** A description of the relationship between the Housing Element and other elements of the General Plan.
- **Housing Needs Summary:** A summary of the Town's housing needs based on data and analysis required by state law and provided in the Technical Appendix of this Housing Element.

Finally, staff has also included relevant goals, policies, and actions from the Vasona Light Rail and Highway 85 Element. While this element is focused on integrating mass transit into the community along Winchester Boulevard and the Highway 85 median, one of the key land uses that will help facilitate successful mass transit is higher density residential uses that are within close proximity to the mass transit facilities. Therefore, many of the Vasona Light Rail and Highway 85 Element goals are focused on integrating housing, especially affordable housing that can take advantage of transit. Staff has included the relevant housing goals, policies, and actions for the Commission's review.

Attachment 1 contains approximately 23 goals, 62 policies, and 52 action items arranged under the various General Plan elements or chapters. The left hand column of the table lists the page number of the goal and the goal, policy, and action numbers. A shaded row separates each set of goals, policies, and actions. Following each goal, policy, and action is parentheses with the word "new," "revised," or has a reference to its previous 2000 General Plan number.

### **CONCLUSION AND RECOMMENDATIONS:**

This report and Attachment 1 identifies all relevant goals, policies, and actions related to the housing and human service needs of residents of all ages. As noted, Youth and Senior Services were identified as two of the four focus areas in this General Plan update. Consequently, the goals, policies and actions relative to these cohorts have been expanded from the previous 2000 General Plan.

While the draft Housing Element has also expanded on its programs and goals from the previous 2000 General Plan, the Vasona Light Rail and Highway 85 Element is generally consistent with the previous plan. Staff recommends that the Commission review the existing and new goals, policies, and actions, and provide input for GPAC, GPC, and Town Council for consideration. Due to time constraints, staff does not intend to discuss each goal, policy, and action, but will present the broader goals, answer questions, and solicit Commission input.

**Attachments:**

Attachment 1: Community Services Commission Relevant Goals, Policies and Actions  
Attachment 2: State Requirements and Guidance for General Plans  
Attachment 3: FAQ's and Information on the Draft General Plan

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## ***California State General Plan Guidelines***

The State Office of Planning and Research has prepared *General Plan Guidelines* to assist communities with the preparation and adoption of General Plans. The *General Plan Guidelines* are advisory and serve as the State's only official document explaining California's legal requirements for General Plans. Pursuant to the *General Plan Guidelines*, a reviewing body should consider the following factors when determining the adequacy of a new or revised General Plan:

- Is the Plan complete (does it have all seven mandatory elements)?
- Is the Plan informational and readable to the public?
- Is the Plan internally consistent?
- Is the Plan consistent with State policy?
- Does the Plan cover all territory within its boundaries of the jurisdiction?
- Is the Plan long-term in perspective?
- Does the Plan address all locally relevant issues?
- How old is the plan?
- Does it contain the statutory criteria required by State Law as demanded by the Courts?
- Are the Plan's maps and diagrams adequate?
- Does the Plan serve as an adequate yardstick?
- Does the Plan contain Actions or Implementation Measures?
- Is the Plan procedurally correct?
- Was the Plan adopted properly?
- Did the Plan receive proper environmental review?

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# Attachment 1

## Community Services Focus Goals, Policies and Actions

### Human Services

<b>Page No./No.</b>	<b>Goal, Policies and Actions</b>
<b>Goal HS-1</b>	<b>To ensure resources and programs are available for the health needs of the entire community, including youth and seniors. (HS.G.2.1)</b>
Policy HS-1.1	Encourage the retention of three nearby hospitals: Good Samaritan Hospital, El Camino Hospital and Mission Oaks Hospital. (HS.P.2.1 - revised)
Policy HS-1.2	Coordinate and promote health services provided by other agencies through the media to local residents of target groups. (HS.I.2.2 - revised)
Action HS-1.1	Annually review programs the Town supports to assure they meet the health needs of target groups. (HS.I.2.1)
Action HS-1.2	Identify health services that are either not readily available or may need some public funding. (HS.P.2.2)
<b>Goal HS-2</b>	<b>To recognize the special needs of children and youth. (HS.G.7.1 - revised)</b>
Policy HS-2.1	The Town shall interact with applicable agencies and entities that provide children's services to ensure their needs are met. (HS.P.7.1)
Policy HS-2.2	Town staff shall meet with agencies as needed to identify the needs of children in the community and to coordinate providing adequate programs such as childcare services. (HS.I.7.1 - revised)
<b>Goal HS-3</b>	<b>To expand youth programs and services offered within the Town. (new)</b>
Policy HS-3.1	Continue to support A Place For Teens, the Los Gatos-Saratoga Recreation District and other similar organizations in offering both daytime and nighttime recreational activities and events. (new)
Policy HS-3.2	Coordinate with local non-profits and agencies such as the Los Gatos-Saratoga Recreation District to provide opportunities for and participation in music, visual and performing arts programs. (new)
Policy HS-3.3	Encourage youth art by periodically displaying youth artwork in gallery space in the Town Council Chambers and the Civic Center. (new)

<b>Page No./No.</b>	<b>Goal, Policies and Actions</b>
Policy HS-3	Coordinate with local organizations to support and encourage youth volunteer opportunities at the Senior Center and senior housing facilities, so that youth can interact with seniors. (new)
Action HS-3.1.4	Develop a program to offer Town sponsored events geared toward youth and teens, such as arts and cultural fairs, educational activities and music concerts. (new)
Action HS-3.2	Work with A Place for Teens and the Los Gatos-Saratoga Recreation District to study the possibility of expanding The Venue to offer a larger variety of programming specific to different age groups. (new)
Action HS-3.3	Conduct a study to identify the activities and facilities that teens would like to see in the Town. (new)
<b>Goal HS-4</b>	<b>To continue to work with the Youth Commission and encourage community involvement of all youth in the community. (new)</b>
Policy HS-4.1	Continue to provide a variety of programs and events for Town youth. (new)
Policy HS-4.2	Engage youth in Town beautification and other civic improvement efforts. (new)
Action HS-4.1	Develop a program of volunteer and/or employment opportunities for youth to assist with programming and services provided by the Town. (new)
Action HS-4.2	Establish a centralized volunteer resource center that provides information on local organizations and volunteer opportunities. (new)
Action HS-4.3	Create a centralized youth career resources center or an on-line resource for jobs and internships with local businesses. (new)
<b>Goal HS-5</b>	<b>To promote safe, youth-friendly environments within the Town. (new)</b>
Action HS-5.1	Work with the Los Gatos-Saratoga Recreation District to create a program to educate youth and teens about safety on the internet. (new)
Action HS-5.2	Work with A Place for Teens and the Los Gatos-Saratoga Recreation District to study the feasibility of developing an additional teen activity center in a central location to supplement The Venue. (new)
Action HS-5.3	Work to attract companies that run interactive indoor play facilities for children and families to develop such facilities within the Town. (new)

<b>Page No./No.</b>	<b>Goal, Policies and Actions</b>
Action HS-5.4	Study the feasibility of offering incentives to attract businesses to Los Gatos that appeal to youth and teens. (new)
Action HS-5.5	Work with local businesses to provide locations for “all ages” events. (new)
Action HS-5.6	Develop a theatre venue specific to youth performances. (new)
<b>Goal HS-6</b>	<b>To ensure that bicycling and walking is safe for youth throughout the Town. (new)</b>
Policy HS-6.1	Promote educational programs for youth that encourage safe and fun bicycle commuting and recreational riding. (new)
Policy HS-6.2	Promote the Safe Routes to School program, which supports safety improvements that encourage safe walking and bicycling to school. (new)
Policy HS-6.3	Coordinate with local organizations and school districts to develop innovative programs, such as “Walking School Buses” and “Bicycle Trains” that encourage youth to commute to and from school in groups. (new)
Action HS-6.1	Coordinate with local organizations and school districts to develop a program to offer bicycle safety and education classes for youth. (new)
Action HS-6.2	Identify safety improvements that will allow for safe walking and bicycling to school. (new)
<b>Goal HS-7</b>	<b>To coordinate and provide programs for social interaction for senior citizens. (HS.G.1.1)</b>
Policy HS-7.1	The Town shall act as a clearinghouse for social programs provided by other agencies and groups that provide aid for social problems. (HS.P.1.1)
Policy HS-7.2	Continue to use the local media and Town newsletter to promote senior programs. (HS.I.1.2)
Policy HS-7.3	Encourage the Los Gatos-Saratoga Recreation District and other service providers to provide a wide variety of senior programs. (HS.P.1.1)
Policy HS-7.4	Coordinate with local organizations to support opportunities for seniors to interact with youth in Los Gatos. (HS.P.1.2)



No.	Goal, Policies and Actions
Policy HS-7.5	Encourage new development to include intergenerational spaces, such as cafés or family-oriented outdoor spaces. (HS.P.1.3 - revised)
Action HS-7.1	Annually review social programs offered by the Town and other agencies to determine if they meet the needs of seniors. (HS.I.1.2 - revised)
Action HS-7.2	Collaborate with the Los Gatos-Saratoga Recreation District and other local organizations to develop a program to provide additional recreational and fitness programs for seniors. (new)
Action HS-7.3	Conduct a study to evaluate the feasibility of developing an indoor fitness pool facility for seniors. (new)
Action HS-7.4	Create and maintain an up-to-date senior resource directory including information on local services, recreational activities and senior events. (new)
Action HS-7.5	Annually set funding priorities which include funds for senior needs. (HS.P.1.2 - revised)
<b>Goal HS-8</b>	<b>To improve mobility and access to care and services for seniors. (new)</b>
Policy HS-8.1	The Town shall provide or support senior shuttle services so that seniors have convenient access to social services, commercial areas, medical services and transportation. (new)
Policy HS-8.2	Encourage all new senior housing developments to provide shuttle services. (new)
Action HS-8.1	Seek funding and coordinate with Santa Clara Valley Transportation Authority (VTA) to provide lower, subsidized public transit fares for seniors. (new)
Action HS-8.2	Study the feasibility of requiring all new senior housing developments to provide shuttle services. (new)
<b>Goal HS-9</b>	<b>To encourage a variety of types of senior housing, including independent living and residential care facilities within the Town. (new)</b>
Policy HS-9.1	Encourage new development or substantial remodels to incorporate barrier-free design principles to ensure access for people of all ages and abilities. (new)
Action HS-9.1	Study the feasibility of providing incentives for the development of senior care facilities. (new)

No.	Goal, Policies and Actions
<b>Goal HS-10</b>	<b>To maintain a system of open communications between the Town, school districts and the development community in order to coordinate the activities of each to achieve the highest quality of education for all public schools students. (HS.G.6.1)</b>
Policy HS-10.	Encourage developers to engage in early discussions with the Town and school districts regarding a project, its potential impacts on schools and the potential to reduce impacts. These discussions should occur as early as possible in the project planning stage, preferably preceding land acquisition. (HS.P.6.1)
Policy HS-10.2	Cooperate with school districts in identifying and evaluating population and demographic changes that may impact schools. (HS.P.6.2)
Policy HS-10.3	Allow alternative uses of the sites and facilities of schools, subject to conditions that will protect the surrounding neighborhood. (L.P.3.9)
Action HS-10.1	Amend Town development applications to require applicants to contact the affected school districts to discuss the impacts of the proposed development. (HS.I.6.1)

## Housing Element

No.	Goal, Policies and Actions
<b>Goal H-1</b>	<b>Expand the choice of housing opportunities for all economic segments of the community by supporting the development of affordable housing in a variety of types and sizes, including a mixture of ownership and rental housing.</b>
H.P.1.1	Develop and utilize all available funding resources in order to provide the maximum amount of affordable housing as feasible.
H.P.1.2	Work with nonprofit agencies and housing developers to plan and develop a mix of affordable housing opportunities in Los Gatos.
H.A.1.1	Below Market Price (BMP) Program: Continue to implement the BMP Program in order to increase the number of affordable units in the community. Continue the policy that BMP units are not counted toward the maximum density allowed on a site. Town staff shall review potential developments to determine whether affordable units provided beyond the minimum BMP requirements are to be considered a significant community benefit.

No.	Goal, Policies and Actions
H.A.1.2	Second Unit Program: Continue the existing second unit incentive program to encourage the production of more second units on residential parcels. Regularly review the second unit incentive program to determine whether revisions would encourage the development of more second units.
H.A.1.3	<p>Density Bonus: Continue to provide up to a 100 percent density bonus for developments that include housing for elderly, handicapped and/or very low and low-income households. Eligibility requirements are as follows:</p> <ul style="list-style-type: none"> <li>A. All housing projects on lots in excess of 40,000 square feet must be processed as Planned Developments in order to receive a density bonus.</li> <li>B. Housing restricted to elderly, handicapped and very low and low income residents shall be eligible for a density bonus up to 100 percent of the units permitted by the land use designation as shown on the land use plan or any specific plan and incentives based on the State Density Bonus law.</li> <li>C. Town density bonuses will also be granted for residential projects that actively facilitate and encourage the use of transit or directly provide transit services to residents.</li> <li>D. Deviations from the Town's density, traffic and parking regulations may be granted for mixed-use projects that provide residential units in non-residential zones.</li> <li>E. BMP (Below Market Price) units are not included when calculating density for a property. The Town will continue to develop and maintain available marketing materials that will ensure that Town staff and developers are aware of the various features of the density bonus program.</li> </ul>
H.A.1.4	Redevelopment Housing Set-Aside Funds/In-Lieu Fees: Implement the Affordable Housing Strategy's proposed programs and initiatives to increase and preserve affordable housing, such as purchasing affordability covenants in existing apartments and promoting the availability of the second unit program.
<b>Goal H-2</b>	<b>Maintain and/or adopt appropriate land use regulations and other development tools to encourage the development of affordable housing that is compatible with the neighborhood and the community.</b>
H.P.2.1	Continue to designate sufficient, residentially-zoned land at appropriate densities to provide adequate sites to meet Los Gatos' new construction need for 2007-2014.
H.P.2.2	Ensure that the Town will provide sufficient land at appropriate zoning categories to meet its need for very low-, low-, and moderate-income households, as demonstrated in the Housing Sites Inventory analysis in Chapter 6 of the Housing Element Technical Appendix.

No.	Goal, Policies and Actions
H.P.2.3	Encourage mixed-use developments that provide affordable housing close to employment centers and/or transportation facilities, particularly along Los Gatos Boulevard and within a 1/2-mile radius of the future Vasona light rail station.
H.P.2.4	Demonstrate that all new residential development is sufficiently served by public services and facilities, including pedestrian and vehicular circulation, water and wastewater services, police, fire, schools, and parks.
H.P.2.5	New single-family, multi-family, and mixed-use developments shall be compatible with the character of the surrounding neighborhood.
H.P.2.6	Strive to ensure that at least 30 percent of the housing stock is rental units.
H.P.2.7	Create new affordable housing opportunities by acquisition using Redevelopment or Below Market Price Housing Funds.
H.A.2.1	Affordable Housing Overlay Zone: Amend the Zoning Code to include an Affordable Housing Overlay Zone (AHOZ), and amend the zoning map to apply the AHOZ to each of the sites identified in the Housing Sites Inventory while leaving the existing zoning in place as the base zone. A landowner may choose to develop a property consistent with either the base zoning or the AHOZ. If a landowner chooses to develop according to the AHOZ, all of the benefits and restrictions of the AHOZ shall apply.
<b>Goal H-3</b>	<b>Preserve existing residential opportunities, including the existing affordable housing stock.</b>
H.P.3.2	Encourage the maintenance and improvement of existing housing units.
H.P.3.3	Support the preservation and conservation of existing housing units that provide affordable housing opportunities for Town residents and workers.
H.P.3.4	Improve the quality of rental housing by acquisition and/or rehabilitation using Redevelopment or Below Market Price Housing Funds.
H.P.3.5	Preserve the affordability of units affordable to very low-, low-, and moderate-income households in Bonnie View Park, and enforce zoning regulations regarding conversion of mobile home parks in Los Gatos.

No.	Goal, Policies and Actions
H.A.3.1	Preserve “At Risk” Affordable Housing Units: Monitor affordable, multi-family housing units in the Town to ensure that they retain their affordability status. These developments include smaller owner- and renter-occupied units under the BMP Program as well as Villa Vasona, Aventino Apartments, The Terraces, Open Doors, Los Gatos Fourplex, 95 Fairview Plaza, Los Gatos Creek Village apartments, Blossom Hill, and Anne Way. Develop a strategy to retain affordability of units at Villa Vasona, for which the property owner has indicated that Section 8 assistance will be renewed in May 2010, through a five-year contract.
H.A.3.2	Rental Housing Conservation Program: The Town’s existing multi-family, privately-owned rental units provide housing opportunities for households of varied income levels. The Town will continue to implement Section 29.20.155 of the Zoning Ordinance that addresses conversions of residential use, specifically, Section 29.20.155(a)(2) that requires that any proposed conversion satisfy the housing goals and policies as set forth in the General Plan.
H.A.3.3	Housing Conservation Program: Continue to provide Housing Conservation Program assistance to property owners to improve their housing units. Redesign marketing materials and aggressively market program to potential applicants.
H.A.3.4	Home Access Program: Continue to support countywide programs, such as the Home Access Program, that provide assistance with minor home repairs and accessibility improvements for lower-income households.
<b>Goal H-4</b>	<b>Ensure that all persons have equal access to housing opportunities.</b>
H.P.4.2	Support housing programs that protect individuals’ rights.
H.P.4.3	Continue to provide assistance to service providers of special needs households such as seniors, persons with disabilities, and the homeless.
H.P.4.4	Continue to encourage Los Gatos households to participate in the Mortgage Credit Certificate (MCC) Program and other financial assistance programs (e.g. Teacher Mortgage Assistance) provided in the County of Santa Clara.
H.A.4.1	List of Affordable Housing: Provide a list of developments that include affordable housing units on the Town’s website.
H.A.4.2	Rental Dispute Resolution Program: Continue the administration of the Rental Dispute Resolution Program and consider revisions as necessary to make the program as effective as possible in protecting both tenants and landlords.

No.	Goal, Policies and Actions
H.A.4.3	Emergency Shelters: Amend the Zoning Code to define an emergency shelter as “housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by homeless persons” and to allow for an emergency shelter as a by-right permitted use in the Controlled Manufacturing (CM) zoning district, subject to appropriate development standards.
H.A.4.4	Supportive Services for the Homeless: Continue to provide support for community and non-profit organizations providing supportive services for homeless persons in Los Gatos.
H.A.4.5	Santa Clara County Fair Housing Consortium: Support the efforts of the Santa Clara County Fair Housing Consortium, which includes the Asian Law Alliance, Mid-Peninsula Citizens for Fair Housing, Project Fair Sentinel, and the Mental Health Advocate Program. These organizations provide resources for Los Gatos residents with tenant/landlord, housing discrimination, and fair housing concerns.
H.A.4.6	Non-Profit Affordable Housing Providers: Recognize and support the efforts of non-profit affordable housing organizations that provide housing services in Los Gatos. Encourage the participation of these providers in developing housing and meeting the affordable housing needs of Los Gatos households. Continue to invite non-profit groups to work cooperatively with the Town in developing strategies and actions for affordable housing.
H.A.4.7	Increased Range of Housing Opportunities for the Homeless: Continue to support the County of Santa Clara’s “Continuum of Care” plan to provide housing opportunities for homeless households including emergency shelter, transitional housing, and permanent affordable housing opportunities.
<b>Goal H-5</b>	<b>Retain and expand affordable housing opportunities for seniors.</b>
H.P.5.2	Promote the Town’s Housing Conservation Program to assist low-income seniors with basic home repairs and maintenance.
H.P.5.3	Allow and encourage small-scale living facilities of two to six seniors, that may include nursing care services, that can be integrated into existing neighborhoods as infill development.
H.P.5.4	Work with existing senior lifestyle living and assisted living facilities in Los Gatos, and support the development of new senior housing that includes continuum of care facilities within the Town.

No.	Goal, Policies and Actions
H.A.5.1	Senior Housing Resources: Provide regularly updated senior housing resource materials at the Senior Center.
<b>Goal H-6</b>	<b>Mitigate Town governmental constraints to affordable housing development.</b>
H.P.6.2	Continue expediting the permit processing system for affordable residential development applications.
H.P.6.3	Require “universal design” features in all new residential developments.
H.A.6.1	Governmental Constraints: Regularly review Town planning and zoning regulations and remove affordable housing development constraints as appropriate.
H.A.6.2	Reasonable Accommodation Ordinance: Amend the Zoning Code to include a reasonable accommodation ordinance that ensures equal access to housing for persons with disabilities under the Fair Housing Act.
H.A.6.3	Persons with Disabilities: Remove constraints and encourage accessible housing in new residential developments.
H.A.6.4	Special Needs Housing: Give priority to special needs housing by allowing for reduced processing time and streamlined procedures for such appropriate zoning/land use applications.
H.A.6.5	Development Standards: Continue to review and streamline the development process for housing developments that will guarantee affordable units on a long-term basis for very low-, low-, and moderate-income households.
<b>Goal H-7</b>	<b>Maintain the Town’s 2005 jobs-to-household ratio of 1.5 jobs per household.</b>
H.P.7.1	As part of the development review process, evaluate applications that have significant numbers of jobs or housing in regard to the potential impact on the Town’s jobs/housing ratio. However, the jobs/housing balance shall not be used as criterion for denying projects that include affordable housing opportunities.
<b>Goal H-8</b>	<b>Encourage residential construction that promotes green building and energy conservation practices.</b>
H.P.8.2	Encourage sustainable housing development throughout the Town by promoting the Town’s voluntary green building program.
H.P.8.3	Promote the construction of energy efficient new homes utilizing the Energy Star Homes Program.

<b>No.</b>	<b>Goal, Policies and Actions</b>
H.A.8.1	Energy Conservation Opportunities: Continue to enforce State of California Title 24 requirements for energy conservation.
H.A.8.2	Weatherization Program: Support the weatherization program administered countywide by the County of Santa Clara. This program assists very low-income homeowners with weatherization improvements to their home.
<b>Goal H-9</b>	<b>Ensure that the Town has sufficient resources and takes appropriate measures to implement the Housing Element.</b>
H.P.9.1	All approvals of residential developments of three or more units shall include a finding that the proposed development is consistent with the Town's Housing Element and addresses the Town's housing needs as identified in the Housing Element.
H.P.9.2	Provide adequate management and staffing of affordable housing funds and programs.
H.A.9.1	Annual Housing Report: Prepare an annual housing report for the review of the Town Council including information on progress made towards achieving new construction need, affordable housing conserved/developed, effectiveness of existing programs and recommendations for improvement. Consult with non-profit providers, special need providers, and other community resources in preparation and evaluation of the report.
H.A.9.2	Housing Management: Consider additional staff support for the management and planning of housing programs and funding for the Town.
H.A.9.3	Coordination with Water and Sewer Service Providers: Deliver the adopted Housing Element to the San Jose Water Company and the West Valley Sanitation District so that they can prioritize current and future resources or services for housing development that helps meet Los Gatos's RHNA for lower-income households.

### **Vasona Light Rail and Highway 85 Element**

<b>No.</b>	<b>Goal, Policies and Actions</b>
<b>Goal VLR-2</b>	<b>To encourage affordable housing (senior housing, multi-family housing, mixed use with housing) in appropriate locations within the Vasona Light Rail area to address the Town's housing needs and take advantage of the opportunities afforded by mass transit. (VG 2.1 - revised)</b>



No.	Goal, Policies and Actions
Policy VLR-2.1	Encourage development of residential rental units throughout the Vasona Light Rail area. (V.P.8.2 - revised)
Policy VLR-2.2	Residential development proposals within the Vasona Light Rail area shall demonstrate how they address the Town's unmet housing goals for affordable housing. (V.P.2.1 - revised)
Policy VLR-2.3	Proposed projects in the Vasona Light Rail area which include residential uses shall assist the Town in meeting its housing goals of providing rental units and affordable housing. (V.I.8.2 - revised)
<b>Goal VLR-3</b>	<b>To encourage mixed-use developments that coordinate housing in proximity to either neighborhood commercial uses or employment centers. (VG 2.2 - revised)</b>
Policy VLR-3.1	Mixed-use proposals within the Vasona Light Rail area shall address how the proposed uses within the development would be compatible and synergistic. (V.P.2.2 - revised)
Policy VLR-3.2	Mixed-use commercial/housing developments may be considered in the Vasona Junction sub-area. (V.P.5.3 - revised)
Policy VLR-3.3	Encourage a mix of commercial, office and light industrial and recreational uses within the Vasona Light Rail area, especially in areas less suited to residential development due to noise. (V.P.3.3 - revised)
Policy VLR-3.4	Encourage mixed-use development of office and medium high density residential uses in the North Forty area and along East Los Gatos Boulevard, north of Lark Avenue. (V.P.8.1 - revised)
Policy VLR-3.5	Projects in the Vasona Light Rail area proposing all office or all residential shall be evaluated to ensure that the Town's desire for mixed-use is fulfilled. (V.I.8.1 - split)
Policy VLR-3.8	In the Vasona Light Rail area, encourage mixed-use commercial in conjunction with affordable housing. (V.P.3.4 - revised)
Action VLR-3.2	Develop and adopt standards for mixed-use design to be used in the review process of all mixed-use developments in the Vasona Light Rail area. (V.I.8.6 - revised)
<b>Goal VLR-7</b>	<b>To ensure that the design review process produces a high quality mixture of residential and nonresidential uses within the Vasona Light Rail area. (V.G.4.2 - revised)</b>

No.	Goal, Policies and Actions
Policy VLR-7.1	No down-zoning of residential properties shall be allowed within the Vasona Junction sub-area until development of the Vasona Light Rail is planned and funded. (V.P.5.1 - revised)
<b>Goal VLR-9</b>	<b>To reduce traffic impacts of residential development within the Vasona Light Rail area by taking advantage of mass transit opportunities. (VG 2.3)</b>
Policy VLR-9.1	Residential development proposals within the Vasona Light Rail area shall address how they take advantage of mass transit opportunities. (V.P.2.3 - revised)
Policy VLR-9.3	Development in the Vasona Light Rail area shall provide Transportation Alternative programs or facilities that help link development and mass transit. These programs may include providing bicycle racks, shower and locker facilities, transit passes to employees, etc. In-lieu fees or other funding mechanisms may be required to provide a shuttle for the area. (V.I.1.3 - revised)

## ***Draft 2020 General Plan Background and Frequently Asked Questions***

The Town is entering the final phase of the 2020 General Plan update process. Throughout the process the Town has asked residents to help define what kind of Town they want to live in and to build for the next generation. As a result, the General Plan update process has looked to refine the *2000 Town of Los Gatos General Plan* based on four focus areas:

- **Environment and Sustainability**
- **Parks and Recreation**
- **Youth Needs**
- **Senior Needs**

Because the process has been guided by community participation, the 2020 General Plan will serve as a blueprint accurately reflecting the community's vision for the next generation.

**The overall objectives of the 2020 General Plan update process are to ensure that Los Gatos:**

- ◆ Is a full-service community that is also environmentally sensitive.
- ◆ Maintains a balanced, well-designed mix of residential, commercial, service, and open space uses, fostering a pedestrian-oriented community consistent with a small town character.
- ◆ Maintains and expands existing park and open space land to maintain and enhance quality of life and promote sustainability.
- ◆ Meets the changing needs of the Town's youth and senior populations.
- ◆ Supports an active business community that provides a wide variety of goods and services and a broad range of employment opportunities, minimizing the need to travel to other communities.
- ◆ Provides a well-run, efficient municipal government that is fiscally healthy with high levels of public safety, recreational, art, and cultural amenities, and that is committed to high quality of life.
- ◆ Promotes a sustainable and environmentally conscientious community through conservation of resources, reducing greenhouse gas emissions, and smart-growth practices.
- ◆ Provides housing that meets the needs of a diverse community.

## FAQ's

### **Why update a General Plan?**

The General Plan is a policy document that assists and guides property owners, Town staff and elected and appointed officials on land use and development in Los Gatos. All Cities, Towns, and Counties must have a General Plan and must regularly update that General Plan to keep it current. All General Plans are legally required to address certain topics, including land use, conservation, open space, transportation, housing, safety, and noise.

### **How is the General Plan Used?**

The Town Council and Planning Commission use the General Plan to evaluate specific development proposals, consider land use changes, support various Town programs, and make funding and budget recommendations and decisions. Town staff uses the General Plan to regulate building and development and to make recommendations on projects to the Planning Commission and the Town Council. Residents, neighborhood groups, and developers also use the General Plan to understand the Town's long-range plans and to evaluate specific development proposals.

### **Are all General Plans the Same?**

Yes and no. While the State requires seven mandatory elements in a General Plan; including Land Use, Housing, Circulation, Conservation, Open Space, Noise and Safety; communities can customize their General Plans and include policies, goals, and actions that reflect their unique needs. For example, Los Gatos has the Community Design, Human Services, Vasona Light Rail and Route 85, and the Environment and Sustainability Elements that provide guidance for these important community programs and values.

### **How Frequently are General Plans Updated?**

As the long-range vision or blue print, communities generally complete a comprehensive update of their General Plans every 10 to 15 years. Often, such as in the case of Los Gatos, the General Plan will be updated at an interim period to address new issues or needs that have arisen since the last comprehensive update or to remove programs and actions that have been completed. The only exception to this rule is the Housing Element, which by State Law is to be updated approximately every five years.

### **How long does it take to update a general plan?**

Most communities update their plans through extensive community outreach and input. Consequently, an update, whether it is comprehensive or focused, can take two to three years to complete. Los Gatos began its update in early 2008 and anticipates completing the plan by mid 2010.